



All questions must be answered and attachments included or this application will be returned to you.		Date of Application	
<b>Location of parent parcel to be split</b>			
Street #	Street Name	Parent Parcel # 75- _____ - _____ - _____ - _____	
<b>Applicant Information</b>			
Applicant Name			
Applicant Address (Street Number and Name)		City	State      Zip Code
Applicant Phone Number	Applicant Cell Phone Number	Applicant Email Address	
<b>Property Owner Information <input type="checkbox"/> If same as Applicant</b>			
Property Owner Name			
Property Owner Address (Street Number and Name)		City	State      Zip Code
Applicant Phone Number	Applicant Cell Phone Number	Applicant Email Address	
<b>Proposal: Describe the division(s) being proposed</b>			
Number of New Parcels	Intended Use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other _____		
Type of Division: <input type="checkbox"/> Unplatted Land Division <input type="checkbox"/> Platted Lot Severance			
The division of the parcel provides access to an existing public road by: (check one)			
<input type="checkbox"/> Each new division has frontage on an existing public road.		Road Name	
<input type="checkbox"/> A private road, provide rights to the private road.		Road Name	
<input type="checkbox"/> A recorded easement		Must provide approval.	
<b>Additional Information</b>			
Future divisions that may be allowed, but not included in this application:			
Did the parent parcel have any unallocated divisions under the Land Division Act? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Were any unallocated divisions transferred to the newly created parcel(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No    Is so, how many?			
Identify the other parcel(s) future divisions are transferred to:			
See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 190(3) and 190(4) of the Statute.			
Development Site Limits: Is the property in a government program (PA116, PA260, Forestry, Conservation...) <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, what program? _____			
Attach proof this property is removed from those programs.			

**Attachments**

- A. Map, drawn to the scale of \_\_\_\_\_ of proposed division(s) of the percent parcel showing:  
(indicate scale used)
  1. Boundaries as of March 31, 1997, and
  2. all previous divisions made after March 31, 1997 (indicate when made or none), and
  3. the proposed division(s), to include dimensions with calculated area of the proposed divisions, and
  4. legal descriptions of parcels being created to include resulting parcel(s), and
  5. existing and proposed road/easement right-of-way, and
  6. easements for public utilities from each parcel to existing public utility facilities, and
  7. the location of all existing structures and other land improvements to proposed and existing property lines (buildings, utilities, wells, septic system, driveways, etc.), and
  8. any feature listed under "Development Site Limits" (refer to previous page)
  9. any cemetery which is adjacent to, or may have had access through this parcel.
- B. Indication of approval, or permit from the County Road Commission, MDOT, or respective City/Village street administrator, for each proposed new road, easement or shared driveway.
- C. Tax certification from County Treasurer (Land Division Act 288, 1967, MCL 560.109 (1) (i))
- D. Proof of division rights and all standards of the State Land Division Act and Local Ordinance has been met.
- E. Fee for Application (see Fee Schedule) \*

**Affidavit and Permission**

I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, I agree to comply with the conditions and regulations provided with this parent parcel division. Further, I agree to give permission for officials of the City of Sturgis, St. Joseph County and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify the information on this application is correct. Finally, I understand this is only a parcel division which conveys only certain rights under the a municipal land division ordinance, and the Michigan Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996) MCL 560.101 et. seq.), is not a representation or determination the resulting parcels comply with other ordinances or regulations, and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Further, I understand the municipality granting approval of this division(s) resulting in less than 1 acre in size is not liable if a building permit is not issued for the parcel due to non-approvable on-site sewage disposal. Checking with the City of Sturgis and District Health Department for sanitary sewer/septic is the landowner's responsibility.

Finally, even if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed the divisions made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded

*I hereby certify the information supplied with this application is true to the best of my knowledge.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**Fee Schedule \***

- ◆ Land Division Fee: \$150.00
- ◆ Lot Division and Lot Combination Fee = \$225.00
- ◆ Boundary Line Adjustment Fee = \$150.00

\*The fee must be included with the application.

**Office Use Only**

Fee Amount Collected  Date Fee Paid  Collected By

Approved By \_\_\_\_\_ Date \_\_\_\_\_